



**THE JOINT STAFF  
WASHINGTON, DC**

Reply ZIP Code:  
20318-1000

J-1A 00388-05  
7 June 2005

MEMORANDUM FOR: Director of Military Personnel Policy, Deputy Chief of Staff, US Army  
Director of Personnel Force Management, US Air Force  
Assistant Chief of Naval Personnel, Total Force Programming Manpower and IRM, US Navy  
Assistant Deputy Chief of Staff for Personnel Management Division, US Marine Corps  
US Central Command, J-1  
US Southern Command, J-1

Subject: Cumulative Joint Duty Credit for Joint Task Force Headquarters Assignments in Approved Operations

1. This memorandum provides guidance for awarding cumulative joint duty credit to officers who have served on a joint task force (JTF) in an operation approved by the Secretary of Defense on 2 May 2005.
2. The awarding of cumulative joint duty credit for officers who served on the headquarters staff of a JTF is not automatic. The enclosed procedures specify the criteria for receiving cumulative joint duty credit following assignments to JTF headquarters duty assignments prior to 1 August 2005. After this date, SecDef joint duty credit approved JTF operations will be managed at the JTF HQ level and submitted directly to the Joint Staff, J-1 for approval.
3. The Defense Manpower Data Center and J-1 have designed an online web-based application for cumulative joint duty credit. Records may be submitted to the following website: <http://www.dmdc.osd/mil/jtf/owa/jtf.main> for the approved listed operations. Request you provide widest dissemination of this information to your officers.
4. Questions concerning these procedures may be referred to Lt Col Ken Walters (703-697-3182) or Ms. Karen Miller (703-695-2286), J-1/JMD.

DONNA L. CRISP  
RDML USN  
Director for Manpower  
and Personnel

Enclosure

Copy to:  
PDUSD(MPP)(OPEM)

ODJS (GFO)  
USPACOM, J1  
USSOCOM, J1  
USJFCOM, J1  
USSTRATCOM, J1  
USSPACECOM, J1  
USTRANSCOM, J1  
USEUCOM, J1

JOINT TASK FORCE OPERATIONS APPROVED  
ON 2 MAY 2005 BY SECDEF  
For Cumulative Joint Duty Credit

<b><u>Operations Approved</u></b>	<b><u>Dates of Operation</u></b>	<b><u>JTF HQ Location</u></b>
Multi-National Force-Iraq	15 May 04-to be Determined (TBD)	Baghdad, Iraq
Multi-National Coalition- Iraq Including Task Force 134 (Detainee Operations)	15 May 04-TBD	Baghdad, Iraq
Multi-National Security Transition Command-Iraq	23 Aug 04-TBD	Baghdad, Iraq
CENTCOM Deployment Distribution Operations Center	16 Jul 04-TBD	Camp Arifjan, Kuwait
Combined Forces Command -Alpha	22 Dec 03-TBD	Kabul, Afghanistan
Office of Military Cooperation-Alpha	27 Mar 04-TBD	Kabul, Afghanistan
Combined Joint Task Force 76 (Name change from CJTF-180)	15 May 04-TBD	Bagram, Afghanistan
Joint Task Force Bravo	2 May 05-TBD	Soto Cano Air Base, Honduras
CJTF Horn of Africa	17 Oct 02-TBD	Camp Lemonier, Djibouti

## ENCLOSURE

### JOINT TASK FORCE (JTF) HEADQUARTERS JOINT DUTY ASSIGNMENT CREDIT PROCEDURES

#### 1. Joint Duty Credit Considerations

a. Officers should review rules governing cumulative joint duty credit to ensure compliance. Services should review the rules against each officer's individual circumstances to determine the credit's value or future career impacts.

b. Officers in qualifying temporary JTF headquarters (HQ) assignments can receive "cumulative" joint duty assignment (JDA) credit. In accordance with DOD Instruction 1300.20, Enclosure 13, paragraph D, cumulative JTF credit does not satisfy the requirements for eligibility for promotion to grade 07, selection as a joint specialty officer (JSO), or inclusion in joint promotion reports.

Note: A waiver will be required for 36 months of JTF HQ cumulative credit for award of full JDA credit. However, General/Flag Officers and Critical Occupational Specialty (COS) officers can request full credit after obtaining 24 months of JTF HQ cumulative credit with a waiver.

#### 2. Eligibility Criteria

a. Listed below are the specific joint task forces approved by the Secretary of Defense on 2 May 2005:

<u>Operations Approved</u>	<u>Dates of Operation</u>	<u>JTF HQ Location</u>
Multi-National Force-Iraq	15 May 04-TBD	Baghdad, Iraq
Multi-National Coalition-Iraq (Including Task Force 134 (Detainee Operations))	15 May 04-TBD	Baghdad, Iraq
Multi-National Security Transition Command-Iraq	23 Aug 04-TBD	Baghdad, Iraq
CENTCOM Deployment Distribution Operations Center	16 Jul 04-TBD	Camp Arifjan, Kuwait
Combined Forces Command-Alpha	22 Dec 03-TBD	Kabul, Afghanistan
Office of Military Cooperation-Alpha	27 Mar 04-TBD	Kabul, Afghanistan
Combined Joint Task Force 76 (Name change from CJTF-180)	15 May 04-TBD	Bagram, Afghanistan
Joint Task Force Bravo	2 May 05-TBD	Soto Cano Air Base, Honduras
CJTF Horn of Africa	17 Oct 02-TBD	Camp Lemonier, Djibouti

b. Cumulative JDA credit is limited to those officers who served on the JTF HQ staff for a minimum of 90 consecutive days (not subordinate organizations or Service components).

c. Grade 03 officers filling a Grade 04 or above billet qualify for joint duty credit. Grade 02 or below or any other officers filling a Grade 03 or below billet do not qualify for credit.

d. Currently, only "active duty list" officers affected by joint officer management legislation and policy are eligible. This essentially excludes reserve component members and "professional" specialties in the medical, legal, and religious career fields.

3. Processing Instructions. These instructions pertain to officers completing tours before 1 August 2005. After this date, SecDef joint duty credit approved JTF HQ operations will be maintained at the JTF HQ level through the Combatant Command for direct submission to the Joint Staff, J-1.

**a. Officers with completed JTF HQ tours must nominate themselves on the JTF webpage and subsequently through their Service Headquarters:**

<http://www.dmdc.osd.mil/jtf/owa/jtf.main>

(1) Since the JTF HQ operations are approved for joint credit, individual justification for credit is not the objective of the nomination package. A package's primary purpose is to establish the time period and actual duty performed to determine eligibility. Multiple officer requests may be consolidated into a single nomination package but each package must contain an individual request in the prescribed format for each officer.

(2) Appropriate Services must endorse nomination packages requesting JTF HQ joint duty credit. Services forward recommendations to Joint Staff, J-1 for review and further consideration by PDUSD(P&R). Upon approval, appropriate credit is updated by Joint Staff, J-1 in the Joint Duty Assignment Management Information System (JDAMIS).

b. Beginning 1 August 2005, the JTF HQ level operation will maintain a listing from the Organization's Joint Manning Document, containing the Name of the Operation, Location, Directorate Name, Paragraph and Line Number, Billet Title, Officer's Grade, Name, Social Security Number, Service, Skill Code, Start Date, Departure Date and Number of Days Served.

(1) JTF HQ Level maintains a listing of those officers serving in positions in the grade of O-4 and above who have departed the operation and have served a minimum of 90 days cumulative credit in the operation. Officers will not be submitted for cumulative credit until they have departed the operation.

(2) Listing is forwarded through the respective Combatant Command to the Joint Staff, J-1 and to OSD for approval.

4. Procedures for individual nomination package submissions for applications from Service Headquarters:

a. Cover memorandum: Summary of JTF credit recommendations.

(1) Address memorandum to Principal Deputy Under Secretary of Defense (Personnel and Readiness), via Director for Manpower and Personnel, Joint Staff (J-1).

(2) Identify nominees by name-grade-Service, dates of service, number of days, and name of specific JTF. Ensure nominee has applied on JTF Webpage (tracking purposes).

(3) Approval/Disapproval signature block at bottom of memorandum.

b. Enclosure:

(1) Officer Service Data

(a) Full name, social security number, grade (at time of JTF assignment), Service.

(b) Officer career specialty.

(c) Inclusive dates and accumulated days for JTF HQ assignment (only arrival and departure dates at the JTF HQ count, not departure date from home base and subsequent return date, not travel time, nor training time)

(d) Current duty location and contact telephone number.

(e) Attach source documentation (copies): officer career brief, applicable performance evaluation and award citation, travel orders, travel voucher/claim indicating inclusive JTF assignment dates -- as available or necessary to establish times and places.

(2) Position identification

(a) Organizational Hierarchy Titles (JTF HQ, Directorate, Division, etc.)

(b) Position Duty Title

(c) Position Grade

(d) Duty Description

(e) Duty Title of Immediate Supervisor

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PERSONNEL AND  
READINESS

UNDER SECRETARY OF DEFENSE  
4000 DEFENSE PENTAGON  
WASHINGTON, D.C. 20301-4000

SECRET  
NO FORN DISSEM

205 100-7 01 2 41

ACTION MEMO

March 11, 2005, 11:30 AM

FOR: SECRETARY OF DEFENSE

DEPSECDEF

FROM: David S. C. Chu, USD(P&R)

*Charles Bell March 31, 2005*

Signature & Date

SUBJECT: Joint Duty Credit for Temporary Joint Task Force Headquarters Assignments

- The Director of Manpower and Personnel, Joint Staff, requests approval to designate qualifying temporary Joint Task Force Headquarters assignments in accordance with title 10, U.S.C., section 664 (Tab B). Based on your guidance, this request is submitted for your approval.
- The list of qualifying Joint Task Force Headquarters assignments is at Tab A.
- Under 10 U.S.C. 664 (i), a qualifying Joint Task Force is a temporary assignment to the headquarters staff of unified command or the U.S. element of the headquarters staff of a multi-national force, and with respect to which the Secretary of Defense determines that service of the officer in that assignment is equivalent to that which would be gained by the officer in a joint duty assignment (Tab C).
- After review, I concur with the Joint Staff and recommend approval of the designated qualifying Joint Task Force assignments.

RECOMMENDATION: Initial below to approve and designate qualifying Joint Task Force Headquarters assignments for award of joint credit at Tab A.

SECRETARY OF DEFENSE DECISION:

☒ Approve  
☐ Disapprove  
☐ Other

COORDINATION: Tab D

Attachments:

As stated

*Paul Butler*  
5/2

Prepared by: Lt Col Donohue, ODUSD(MPP)(OEPM), 697-4615

MA SD	SMA DSD		
TSA SD	SA DSD		
EXEC SEC	145/2	090	
ESR MA	8 918	5/1	



OSD 06648-05

**JOINT TASK FORCE OPERATIONS  
APPROVED TO RECEIVE CUMULATIVE JOINT DUTY CREDIT**

<b>OPERATIONS APPROVED</b>	<b>DATES OF OPERATION</b>	<b>JTF HQ LOCATION</b>
Multi-National Force-Iraq; includes TF-134 (Detainees Operations)	15 May 04 - TBD	Baghdad, Iraq
Multi-National Coalition-Iraq	15 May 04 - TBD	Baghdad, Iraq
Multi-National Security Transition Command-Iraq	23 Aug 04 - TBD	Baghdad, Iraq
CENTCOM Deployment Distribution Operations Center	16 Jul 04 - TBD	Camp Arifjan, Kuwait
Combined Forces Command-Alpha, Afghanistan	22 Dec 03 - TBD	Kabul, Afghanistan
Office of Military Cooperation-Alpha	27 Mar 04 - TBD	Kabul, Afghanistan
Combined Joint Task Force-76; name change from CJTF-180; PDUSD (P&R) previously approved in October 03	15 May 04 - TBD	Bagram, Afghanistan
Joint Task Force Bravo	Eff date upon SecDef approval - TBD	Soto Cano Air Base, Honduras
CJTF Horn of Africa	17 Oct 02 - TBD	Camp Lemonier, Djibouti



JOINT TASK FORCE OPERATIONS  
APPROVED TO RECEIVE CUMULATIVE JOINT DUTY CREDIT

OPERATIONS APPROVED	DATES OF OPERATION
<i>Stabilization Force (SFOR) Bosnia</i>	After 7 Feb 1996
<i>JTF Southwest Asia (SWA)</i>	After 10 Feb 1996
<i>Above listed two operations were approved by PDUSD on 29 Oct 1998</i>	

OPERATIONS APPROVED	DATES OF OPERATION	JTF HQ LOCATION
Operation NORTHERN WATCH	01 Aug 92 - to be determined (TBD)	Incirlik, Turkey
Operation SOUTHERN WATCH	27 Aug 92 - TBD	Riyadh, Saudi Arabia and Prince Sultan AFB, Saudi Arabia
Operation ABLE SENTRY	26 Jun 93 - 28 Feb 99	Skopje, Macedonia
Operation JOINT ENDEAVOR	25 Dec 95 - 19 Dec 96	Sarajevo, Yugoslavia
Operation JOINT GUARD	20 Dec 96 - 20 Jun 98	Sarajevo, Yugoslavia
Operation DESERT THUNDER	24 Jan 98 - 15 Dec 98	Camp Doha, Kuwait
Operation JOINT FORGE	20 Jun 98 - 10 Jun 99	Sarajevo, Yugoslavia
Operation NOBLE ANVIL	24 Mar 99 - 20 Jul 99	Naples, Italy
Operation JOINT GUARDIAN	11 Jun 99 - TBD	Pristina, Kosovo
<i>Above listed Nine operations were approved by the 2002 NDAA (approved 28 Dec 2001)</i>		

OPERATIONS APPROVED	DATES OF OPERATION	JTF HQ LOCATION
CJTF-AFG/CJTF-180	30 May 02 - TBD/106 HQ positions	Bagram, Afghanistan
CJTF- HORN OF AFRICA	17 OCT 02 - TBD/100 HQ positions	Camp Lemonier, Djibouti
CJTF-7	1 May 03 - TBD/137 HQ positions	Camp Dohar, Qatar

*Above listed Three operations were approved by PDUSD on 10 Oct 2003.*

OPERATIONS APPROVED	DATES OF OPERATION	JTF HQ LOCATION
Multi-National Force-Iraq	15 May 04 - TBD	Baghdad, Iraq
Multi-National Coalition-Iraq Including Task Force 134 (Detainee Ops)	15 May 04 - TBD	Baghdad, Iraq
Multi-National Security Transition Command - Iraq	23 Aug 04 - TBD	Baghdad, Iraq
CENTCOM Deployment Distribution Operations Center	16 Jul 04 - TBD	Camp Arifjan, Kuwait
Combined Forces Command-Alpha	22 Dec 03 - TBD	Kabul, Afghanistan
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Combined Joint Task Force 76 (Name change from CJTF-180)	15 May 04 - TBD	Bagram, Afghanistan
Joint Task Force Bravo	2 May 05 - TBD	Soto Cano Air Base, Honduras
CJTF Horn of Africa	17 Oct 02 - TBD	Camp Lemonier, Djibouti

*Above listed nine operations were approved by SECDEF on 2 May 2005.*

THE JOINT STAFF  
WASHINGTON, D.C.

Action No. J-1A 00388-05

Date: 6/9/2005

MEMORANDUM FOR:

☐ ACTION OFFICERS

☒ PLANNERS (SERVICES)/DIVISIONS CHIEFS (OTHERS)

USA	JACO for Service Chief ✓	USAF ✓	JACO for Service Chief
USN	JACO for Service Chief ✓	USMC ✓	JACO for Service Chief
CENTCOM	J-1 (Action) ✓	PACOM ✓	J-1
EUCOM	J-1 ✓	TRANSCOM ✓	J-1
JFCOM	J-1 ✓	SOUTHCAM ✓	J-1 (Action)
STRATCOM	J-1 ✓	SOCOM ✓	J-1
NORTHCOM	J-1 ✓	NORAD	J-1
KOREA	J-1 ✓	OSD ✓	(P&R)(MPP)(OEPM)

Subject: Policy Memorandum for Joint Task Force Credit - Operations Approved  
2 May 2005

1. The attached JS Form 136 is forwarded for:

☐ Preliminary Coordination

☒ Final Coordination

☒ Information

2. For information and widest dissemination. Action for **CENTCOM** and **SOUTHCAM**.

Point of contact is Ms. Karen Miller, J1, JMD, 695-2286

E-Mail Address Respond to karen.miller@js.pentagon.mil

  
Margaret A. Taylor, CAPT, USN  
6/9/05, 07:30:35

MARGARET A. TAYLOR  
CAPT, USN  
J1, Joint Manpower Division Chief